



VILLAGE OF KEY BISCAINE

Department of Building, Zoning and Planning

Village Council

Mayra P Lindsay, *Mayor*
Franklin H. Caplan, *Vice Mayor*
Luis F de La Cruz
Theodore Holloway
Michael E. Kelly
Edward London
James Taintor

Director

Jud Kurlancheck, AICP

Chief Building Official

Eugenio M. Santiago, P.E., CFM

MONTHLY REPORT SUMMARY FOR MARCH 2015

A. CUSTOMER SERVICE

Total number of BZP Customers for March 2015 was 1,245 for an average of 69.2 per day, compared to a general monthly average of 65.6 per day, 5.5% higher than the monthly average. 12,856 customers have been assisted by staff in the past 12 months.

B. BUILDING, ZONING & PLANNING DEPARTMENT REVENUE

| | | |
|----------------------------|---------------------------|---------------------------|
| March 2015...\$327,537.25* | March 2014...\$204,893.76 | March 2013...\$395,067.83 |
| March 2012...\$160,525.73 | March 2011...\$222,153.55 | |

Summary: Total Department Revenue for March 2015 was the second highest of any March for the past five years, 25% higher than the five year average of \$262,035.62.

*Includes \$121,203.60 in Building Permit fees for 350 Ocean Drive.

BUILDING PERMIT REVENUE

| | | |
|----------------------------|---------------------------|---------------------------|
| March 2015...\$313,804.46* | March 2014...\$190,333.43 | March 2013...\$380,232.45 |
| March 2012...\$141,877.32 | March 2011...\$167,593.75 | |

Summary: Building Permit Revenue for March 2015 was the second highest of any March for the past five years, 31.4% higher than the five year average of \$238,768.28.

*Includes \$121,203.60 in Building Permit fees for 350 Ocean Drive.

C. DEPARTMENT ACTIVITY

PERMIT & INSPECTION DATA

March 2015 Building Permits totaled 328, 0.8% lower than the 12-month average of 330.8. Inspections totaled 1,113, 27.2% lower than the 12-month average of 1,144.1. Demolition Permits totaled 2 in March 2015 compared to 2 in March 2014. 1 Tree Removal Permit was issued in March 2015. 62 Single Family Residences were in the construction process (permitted and not yet in receipt of a Certificate of Occupancy), and 0 Building Permits were issued for new Single Family Residential construction.

OPEN PERMIT AND LIEN SEARCHES, CONCURRENCY REVIEWS AND SPECIAL EVENT PERMITS

March 2015 Open Permit and Lien Searches totaled 65, 38.6% higher than the 12-month average. Special Event Permits totaled 6, higher than the monthly average by 1.0 or 20%.

LOCAL BUSINESS TAX RECEIPTS

March 2015...14 receipts issued
March 2013...11 receipts issued
March 2011...31 receipts issued

March 2014...18 receipts issued
March 2012...30 receipts issued

Summary: Total Business Tax Receipts for March 2015 were the fourth highest of any March for the past five years, 32.7% lower than the five year average of 20.8.

D. CODE ENFORCEMENT

March 2015...21 complaints resolved
March 2013...30 complaints resolved
March 2011...17 complaints resolved

March 2014...33 complaints resolved
March 2012...21 complaints resolved

Summary: Total Code Enforcement complaints resolved for March 2015 were the tied for the third highest of any March for the past five years, 13.9% lower than the five year average of 24.4. Special Master heard 0 cases in March 2015 as compared to 0 cases in March 2014.

E. OCEANFRONT LIGHTING & MARINE TURTLE CODE ENFORCEMENT

In March, the Code Enforcement Officer conducted a night survey to check for any changes that may have occurred to lighting outside of sea turtle season. There were six properties with lighting violations that need to be changed before the start of the 2015 sea turtle nesting season which begins on May 1st. All properties were given a courtesy warning and a follow up inspection will be scheduled in April. Island House completed the installation of their parking lot lighting which included full cutoff pole mounted fixtures equipped with Amber LED light sources. These fixtures comply with the Village's sea turtle lighting regulations as well as the parking lot lighting codes needed for the building's 40 year certification.



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DATE: April 21, 2015

TO: John C. Gilbert, Village Manager

FROM: Jud Kurlancheek, AICP, Director

RE: Monthly Report - March 2015

Director

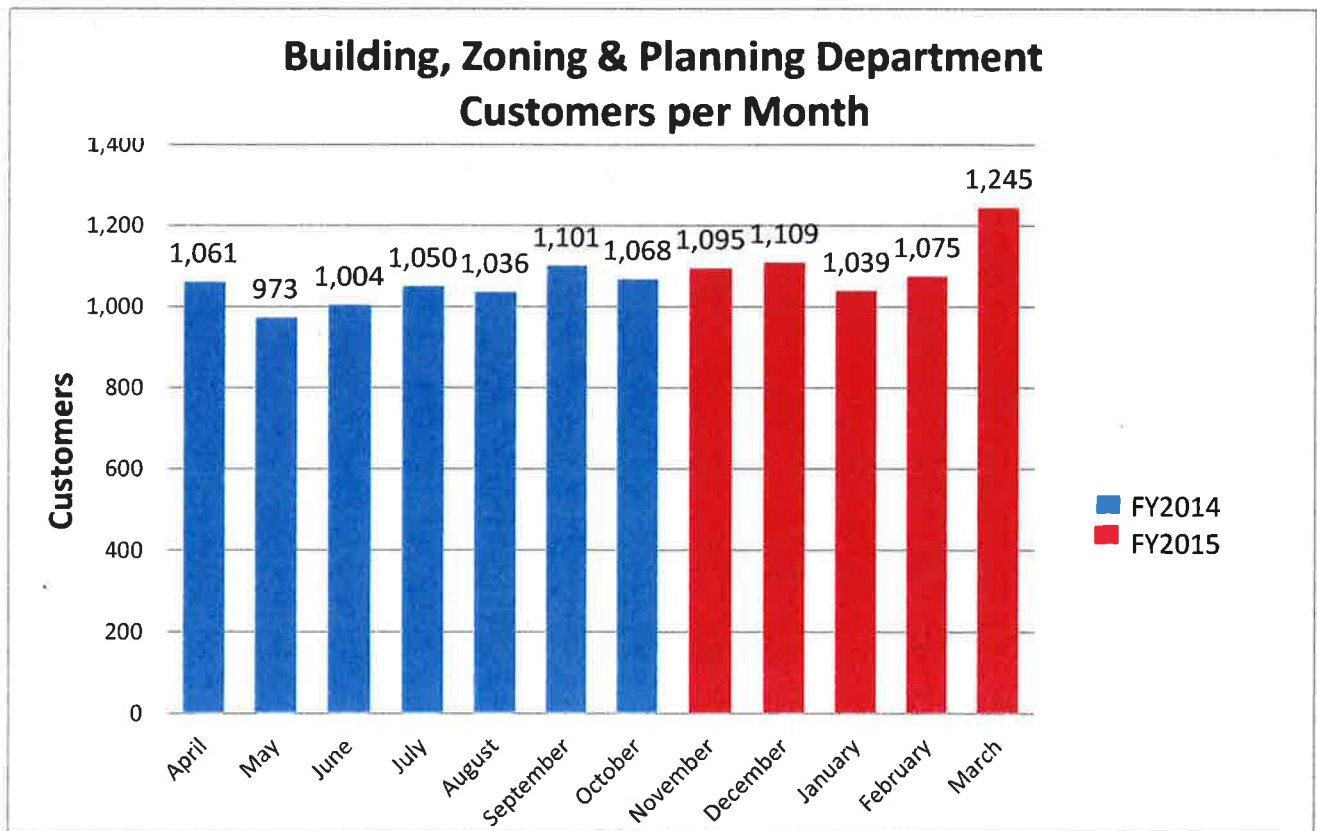
Jud Kurlancheek, AICP

Chief Building Official

Eugenio M. Santiago, P.E., CFM

I. Building, Zoning, & Planning Department

A. CUSTOMER SERVICE



In March 2015, 1,245 customers visited the BZP Department for an average of 69.2 per day.

During the past 12 months, an average of 1,071.3 customers per month visited the Building, Zoning & Planning Department. The average customer count per day over the 12 month period has been 65.6. 12,856 customers have been assisted by staff in the past year.

B. BUILDING, ZONING & PLANNING DEPARTMENT REVENUE

The March 1 - 31, 2015, Building Department revenue is reported below. The following figures reflect income deposited by the Department and may not reflect all income posted for the month, subject to final reconciliation by the Village of Key Biscayne Finance Department.

Building Division:

| | |
|--------------------|--|
| \$ 311,509.20 | Building Permit Fees (Includes \$121,203.60 in Building Permit fees for 350 Ocean Drive) |
| \$ 125.00 | Certificates Of Completion & Occupancy |
| \$ 3,575.00 | Lien Letters & Research Fees |
| <u>\$ 4,800.00</u> | Building Code Violation Fines |
| \$ 320,009.20 | |

Planning Division & Zoning Division:

| | |
|-------------|--------------------------------|
| \$ 2,295.26 | Zoning & Site Plan Review Fees |
| \$ - | Zoning Code Violation Fines |
| <u>\$ -</u> | Planning & Zoning Hearing Fees |
| \$ 2,295.26 | |

Local Business Tax Receipts & Certificates of Use:

| | |
|-------------|--|
| \$ 5,232.79 | |
|-------------|--|

Property Maintenance Violations Fines:

| | |
|------|--|
| \$ - | |
|------|--|

| | |
|----------------------|--|
| \$ 327,537.25 | Total Department Fees Collected |
| <u>\$ 2,491.80</u> | County Business Tax Receipt Fees Collected |
| \$ 330,029.05 | Total Fees Collected |

| | |
|---------------------|-----------------------|
| FY15 Revenue | \$1,598,460.51 |
|---------------------|-----------------------|

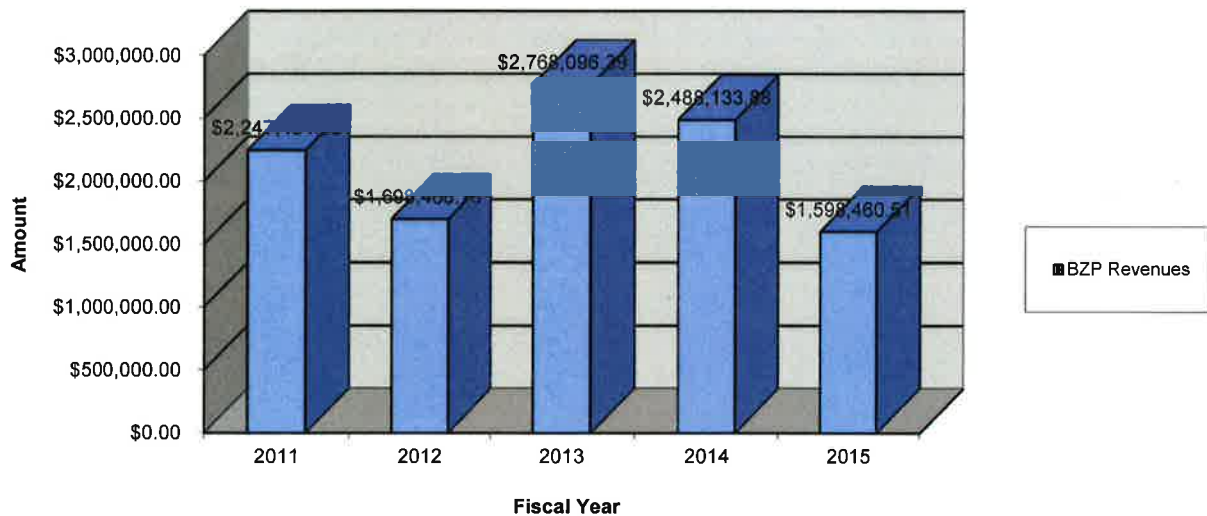
**C. BUILDING PERMIT RECAPITULATION (INCLUDING ZONING & SITE PLAN
PROCESS FEES ASSOCIATED WITH BUILDING PERMITS)**

| | | |
|-------------|---------------|-------------------------------------|
| March 2015: | 328 | Building Permits Issued |
| | \$ 313,804.46 | Total Building & Zoning Permit Fees |
| March 2014: | 322 | Building Permits Issued |
| | \$ 190,333.43 | Total Building & Zoning Permit Fees |
| March 2013: | 320 | Building Permits Issued |
| | \$ 380,232.45 | Total Building & Zoning Permit Fees |
| March 2012: | 329 | Building Permits Issued |
| | \$ 141,877.32 | Total Building & Zoning Permit Fees |
| March 2011: | 354 | Building Permits Issued |
| | \$ 167,593.75 | Total Building & Zoning Permit Fees |

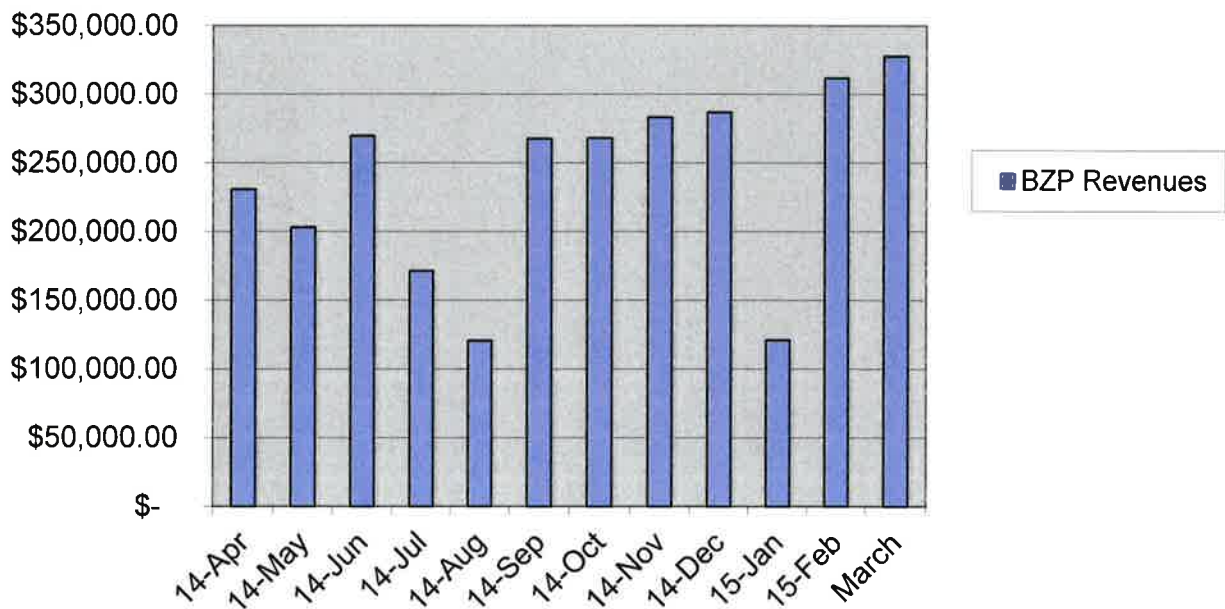
Fiscal Year:

| | | |
|--------------------|-----------------|-------------------------|
| 2015 Year to Date: | 1,858 | Building Permits Issued |
| | \$ 1,478,676.33 | Total Fees |
| 2014 Year to Date: | 1,764 | Building Permits Issued |
| | \$ 965,081.59 | Total Fees |
| 2013 Year to Date: | 1,836 | Building Permits Issued |
| | \$ 1,325,446.94 | Total Fees |
| 2012 Year to Date: | 1,526 | Building Permits Issued |
| | \$ 723,902.45 | Total Fees |
| 2011 Year to Date: | 1,869 | Building Permits Issued |
| | \$ 781,715.85 | Total Fees |

Building, Zoning, and Planning Revenues - Past Fiscal Years vs. Current FYTD



Monthly BZP Revenues



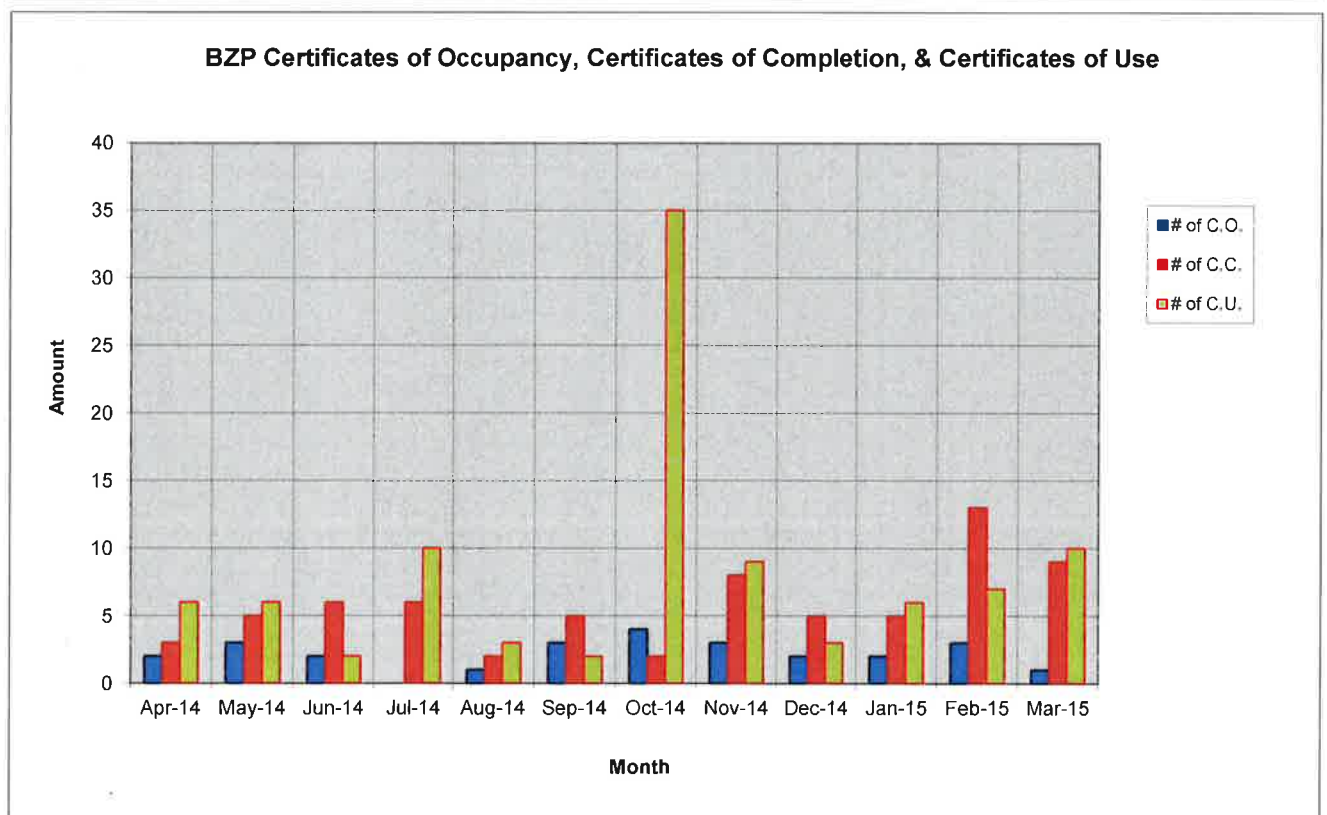
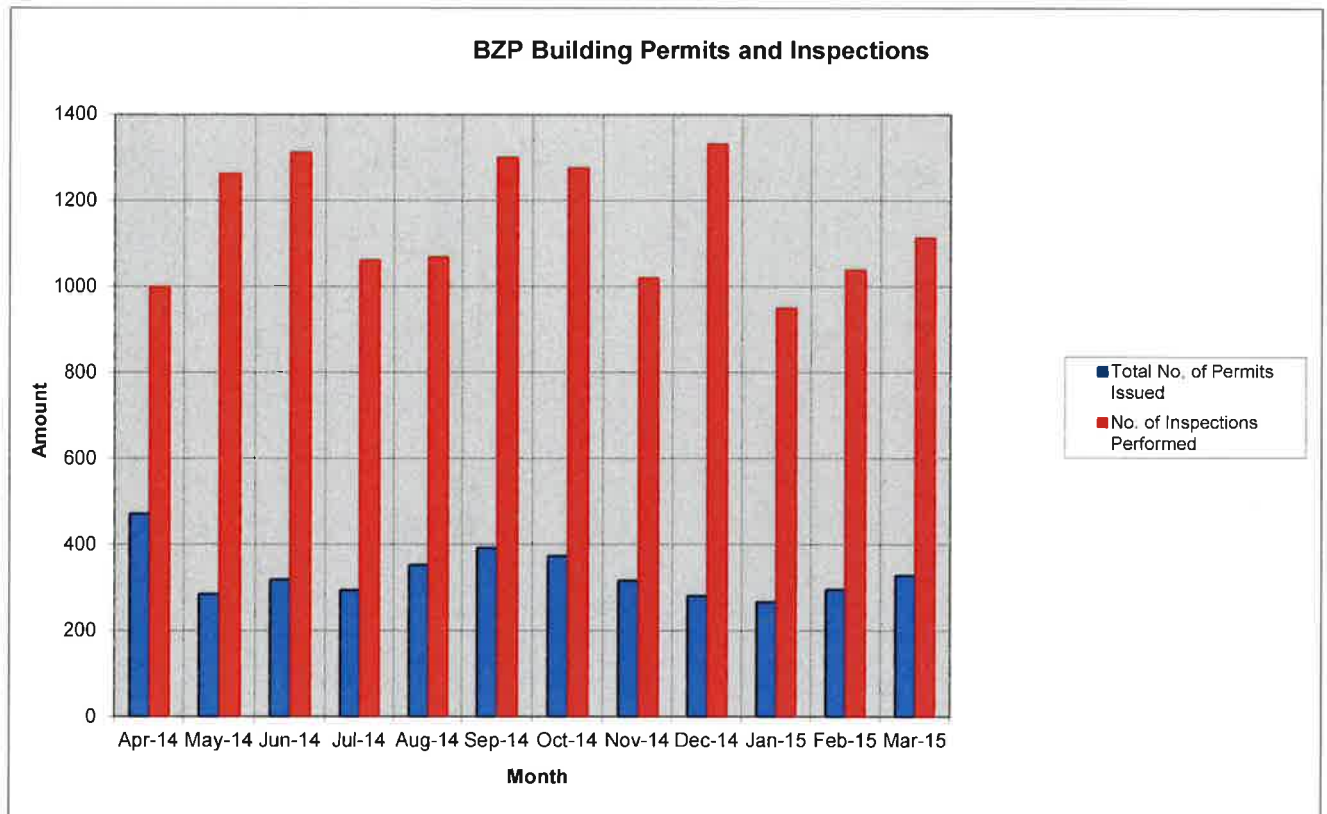
D. SUMMARY OF BUILDING DEPARTMENT ACTIVITY

69.2 Building, Zoning & Planning customers per day (1,071 customers, 18 days)
 328 Building Permits Issued (0 were issued for new Single Family Residential)
 62 New Single Family Residences -
 (Permitted but not yet having Certificates of Occupancy)
 2 Demolition Permits Issued
 1 Tree Removal Permits Issued
 1,113 Inspections Performed
 1 Certificates of Occupancy Issued
 9 Certificates of Completion Issued
 10 Certificates of Use
 14 Business Tax Receipts (8 new, 6 re-newed, 15 closed)
 65 Research & Lien Letters
 6 Special Event Permits

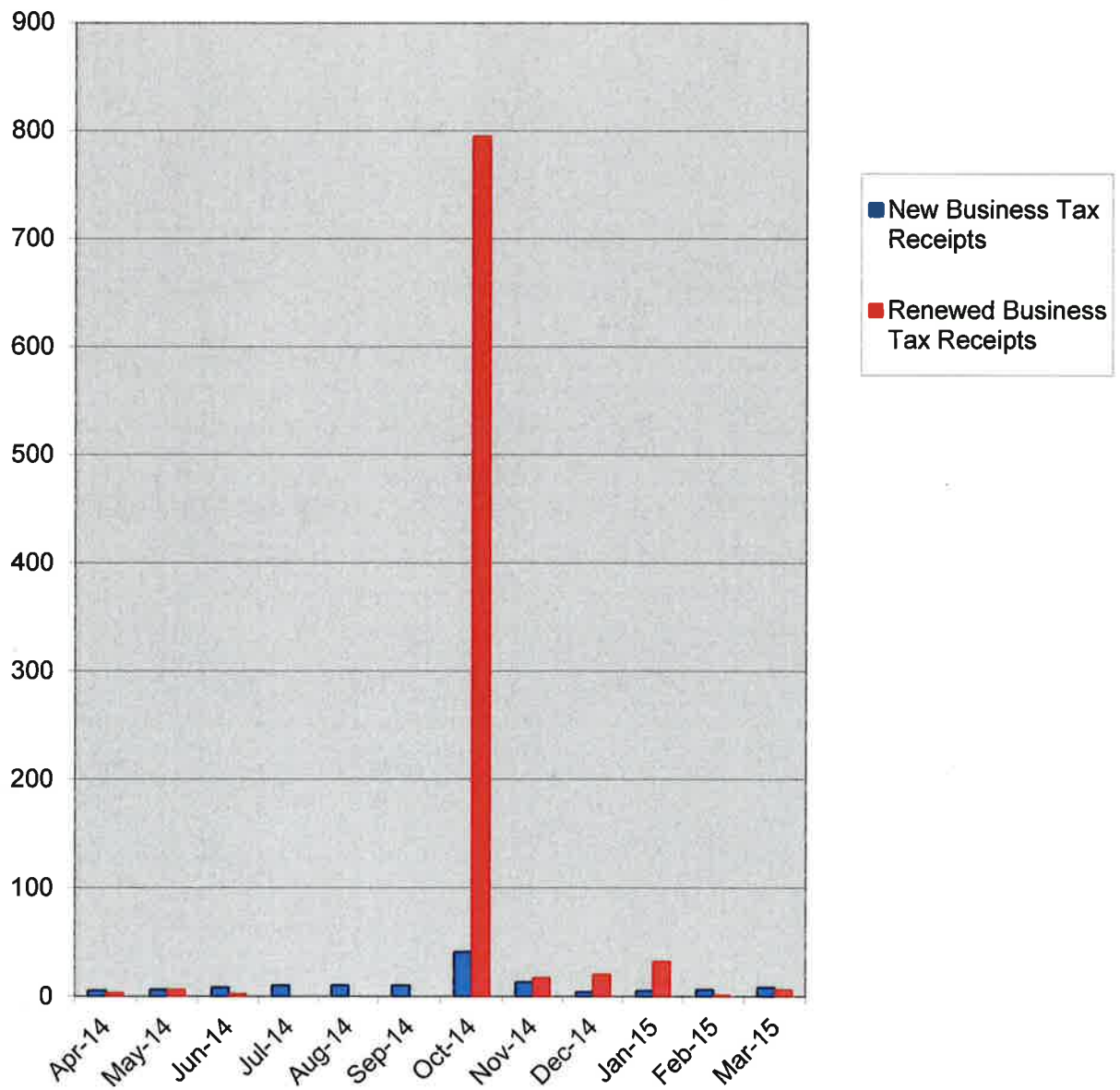
Permit Data

| | Total Number | Number of | Number of | Number of | Number of | Number of |
|------------------------|--------------|----------------|---------------|---------------|---------------|-----------------|
| | of Permits | Inspections | C.O.'s Issued | C.C.'s Issued | C.U.'s Issued | Business Tax |
| | Issued | Performed | | | | Receipts Issued |
| Apr-14 | 471 | 999 | 2 | 3 | 6 | 8 |
| May-14 | 285 | 1,262 | 3 | 5 | 6 | 12 |
| Jun-14 | 318 | 1,312 | 2 | 6 | 2 | 10 |
| Jul-14 | 294 | 1,061 | 0 | 6 | 10 | 10 |
| Aug-14 | 352 | 1,068 | 1 | 2 | 3 | 10 |
| Sep-14 | 392 | 1,300 | 3 | 5 | 2 | 10 |
| Oct-14 | 373 | 1,275 | 4 | 2 | 35 | 836 |
| Nov-14 | 316 | 1,020 | 3 | 8 | 9 | 30 |
| Dec-14 | 280 | 1,331 | 2 | 5 | 3 | 24 |
| Jan-15 | 266 | 950 | 2 | 5 | 6 | 37 |
| Feb-15 | 295 | 1,038 | 3 | 13 | 7 | 7 |
| Mar-15 | 328 | 1,113 | 1 | 9 | 10 | 14 |
| Monthly Average | 330.8 | 1,144.1 | 2.2 | 5.8 | 8.3 | 84.0 |
| 12 Month Total | 3,970 | 13,729 | 26 | 69 | 99 | 1,008 |
| FYTD | 1,858 | 6,727 | 15 | 42 | 70 | 948 |

C.O. = Certificate of Occupancy, C.C. = Certificate of Completion, C.U. = Certificate of Use



Business Tax Receipts Issued

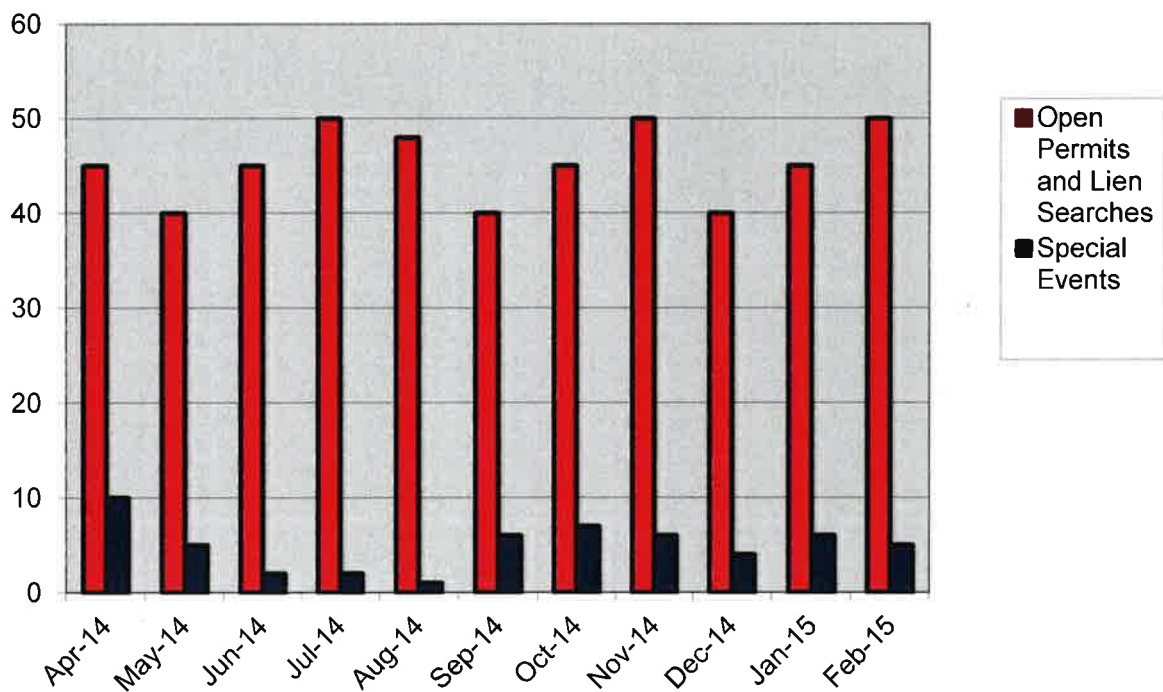


NOTE: October is the renewal month for Business Tax Receipts

Open Permit and Lien Searches, Special Event Permits

| | Number of Open Permit and Lien Searches | Number of Special Event Permits |
|----------------------------|--|------------------------------------|
| Apr-14 | 45 | 10 |
| May-14 | 40 | 5 |
| Jun-14 | 45 | 2 |
| Jul-14 | 50 | 2 |
| Aug-14 | 48 | 1 |
| Sep-14 | 40 | 6 |
| Oct-14 | 45 | 7 |
| Nov-14 | 50 | 6 |
| Dec-14 | 40 | 4 |
| Jan-15 | 45 | 6 |
| Feb-15 | 50 | 5 |
| Mar-15 | 65 | 6 |
| Monthly Average | 46.9 | 5.0 |
| 12 Month Total | 563 | 60 |
| FYTD | 295 | 34 |

Open Permits/Lien Searches and Special Event Permits



E. Code Enforcement Violations

Total Code Enforcement Inspections Conducted

195

The following is a summary of the events that followed:

- 23 Complaints Received
- 19 Open Cases
- 21 Closed Cases
- 45 Warning of Violation Notices Issued
 - 1 Civil Violation Notices Issued
 - 1 Stop Work Orders Issued
 - 0 Notice to Appear Before the Special Master Issued
 - 0 Cases Heard Before Special Masters Hearing

Business Tax Receipts (Occupational Liscences)

1066 Total Business Tax Receipts

The following is a summary of the activities that followed:

- 966 Business Tax Receipts Issued (8 New, 6 Re-newed, 15 closed)
- 41 Business Tax Receipts Outstanding
 - 0 Civil Warning Notices Issued
- 31 Civil Violation Notices Issued
 - 0 Notice to Appear Before the Special Master Issued
 - 0 Cases Heard at Special Masters Hearing
- 2 Certificate of Use Inspections
- 10 Certificate of Use

Building, Zoning & Planning Monthly Report

April 21, 2015

Page 10 of 11

CODE ENFORCEMENT ACTIVITY

| | Complaints | Open Cases | Closed Cases | Warning Violation Notices Issued | Civil Violation Notices Issued | Stop Work Orders Issued | Notice to Appear Before the Special Master Issued | Cases Heard Before Special Magistrate |
|----------------------------|------------|------------|--------------|--|-----------------------------------|----------------------------|--|---|
| Apr-14 | 68 | 24 | 31 | 40 | 3 | 3 | 6 | 6 |
| May-14 | 49 | 43 | 24 | 65 | 3 | 3 | 4 | 5 |
| Jun-14 | 27 | 35 | 27 | 30 | 2 | 1 | 0 | 0 |
| Jul-14 | 35 | 31 | 22 | 41 | 1 | 1 | 6 | 0 |
| Aug-14 | 31 | 22 | 15 | 45 | 1 | 1 | 4 | 6 |
| Sep-14 | 40 | 35 | 20 | 50 | 2 | 0 | 0 | 4 |
| Oct-14 | 18 | 23 | 20 | 45 | 3 | 3 | 1 | 0 |
| Nov-14 | 15 | 25 | 22 | 40 | 2 | 2 | 0 | 0 |
| Dec-14 | 25 | 19 | 20 | 41 | 3 | 3 | 4 | 0 |
| Jan-15 | 37 | 26 | 24 | 39 | 2 | 2 | 0 | 0 |
| Feb-15 | 21 | 20 | 18 | 37 | 2 | 2 | 2 | 0 |
| Mar-15 | 23 | 19 | 21 | 45 | 1 | 1 | 0 | 0 |
| Monthly Average | 32.4 | 26.8 | 22.0 | 43.2 | 2.1 | 1.8 | 2.3 | 1.8 |
| 12 Month Total | 389 | 322 | 264 | 518 | 25 | 22 | 27 | 21 |
| FYTD | 116 | 113 | 104 | 202 | 12 | 12 | 7 | 0 |

